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AUTHOR	Aronson, Susan S.
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ABSTRACT

Drawn from a review of policies at over 100 child care programs nationwide, this document compiles model health policies intended for adaptation and selective use by out-of-home child care facilities. Following an introduction, the document presents model policy forms with blanks for adding individualized information for the following areas: (1) admissions; (2) supervision; (3) discipline; (4) the care of acutely ill children; (5) the provision of health services and education; (6) principles and procedures for applying medication; (7) establishment of emergency plans; (8) establishment of evacuation plans and drills; (9) issues related to children's authorized caregivers; (10) safety surveillance; (11) transportation and field trips; (12) sanitation and hygiene; (13) food handling and feeding policy; (14) areas and equipment for sleeping; (15) smoking, prohibited substances, and guns; (16) staff considerations, including requirements, benefits, and evaluation; (17) the design and maintenance of the physical plant; and (18) the review and revision of policies, plans, and procedures. Finally, 21 appendices present sample forms, including applications, parental authorization and consent forms, and attendance records. Guidelines and descriptions of medical conditions resulting in exclusion from services, a safety checklist, cleaning guidelines, menus, and a staff health assessment form are also appended. (HTH)

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